

Carly Tinkler CMLI**Environmental, Landscape and Colour Consultancy**

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Olivia Bundy
Administrator
Ledbury Town Council
Church Street
Ledbury
HR8 1DH

24th March 2021

Dear Olivia,

Ledbury NDP: Fee Proposal for LSCA and Consultation

Thank you for inviting me, on behalf of LTC, to provide a fee proposal for carrying out further landscape assessments for the NDP's evidence-base.

LTC's brief explains that the commission entails separate pieces of work at different stages of the NDP process, so I have summarised the scope for each one along with the cost estimate, as follows:

Scope	Fee
<p>1) Landscape Sensitivity and Capacity Assessments</p> <p>Three sites require more detailed assessment to establish their sensitivity to and capacity for development as employment sites.</p> <p>It was previously agreed with LTC that due to time and budget constraints, the results of any sensitivity and capacity assessments carried out would not be published in a formal report; however, a sensitivity plan would be drawn up by hand, and the information gathered during the exercise would be written up in note form and shared / discussed with those responsible for revising the NDP, to inform and guide decisions about, and policies for, the settlement boundary, green infrastructure, LGSs, allocations and so on. It would also form the basis of planning for Ledbury 2060. My estimate is based on the assumption this is still the case.</p> <p>The work required for this part of the commission includes analysis of the landscape and visual baseline studies, on-the-ground surveys of the three sites and surrounding areas, and assessments of sensitivity and capacity. I will require as much information as possible about the sites and the proposed developments from LTC / others before commencing work, including maps / plans.</p> <p>I have allowed a total of 5 days for the studies / assessments, plus 2 x 2-hour meetings / video conferences.</p>	£1,900.00
<p>2) Support with drafting NDP and revisions</p> <p>Professional landscape assessment input in drafting NDP after first round of public consultation and revisions to it after Regulation 14 consultation. NB I have assumed this doesn't include updates to the LVBA / LSCA.</p> <p>Allowed 1 day.</p>	£350.00

<p>3) Support with public consultation</p> <p>i) Regulation 14: Input into drafting and editing consultation materials at first and second consultations. Allowed ½ day.</p> <p>ii) Post-Regulation 14 and Regulation 16: Respond to comments relating to the landscape and visual assessments. Allowed ½ day.</p>	<p>i) £175.00</p> <p>ii) £175.00</p>
<p>TOTAL:</p>	<p>£2,600.00</p>

The total is inclusive of normal project-related costs, but does not include abnormal costs such as acquisition of maps, or printing reports, plans and other material for consultation etc; if required they will be charged at cost. I do not charge VAT.

If any additional work / advice / input and / or attendance at meetings / events is found to be necessary over and above the tasks set out above, and has to be carried out, it will be charged at an hourly rate of £50/hour plus costs for practice principal, and £35/hour plus costs for assistants.

Please don't hesitate to get in touch if you have any questions, otherwise I look forward to hearing from you in due course.

Kind regards,

Carly

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